



# COUNTY OF LOS ANGELES

## DEPARTMENT OF HUMAN RESOURCES

HEADQUARTERS

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**MICHAEL J. HENRY**  
DIRECTOR OF PERSONNEL

October 11, 2005

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

### **COUNTYWIDE CLASSIFICATION ACTIONS TO IMPLEMENT THE FISCAL YEAR (FY) 2005-2006 BUDGET (ALL DISTRICTS - 3 VOTES)**

#### **IT IS RECOMMENDED THAT YOUR BOARD:**

Approve the accompanying ordinance amending Title 6, Salaries, of the County Code to add eight (8) new classes, to delete one (1) non-represented class, and to update the departmental provisions to reflect positions allocated in the FY 2005-2006 Final Budget.

#### **PURPOSE OF RECOMMENDED ACTIONS**

The amendment of County Code Section 6.28.050 to reflect new classes and deleted classes is an established part of the annual budget process. Your Board's approval of the accompanying ordinance will also update Title 6 of the County Code to appropriately reflect positions approved in the FY 2005-2006 Final Budget.

#### **Implementation of Strategic Plan**

Approval of the accompanying ordinance will further the County Strategic Plan, Organization Effectiveness Goal, to achieve departmental operational needs and to maintain consistency in personnel practices throughout the County.

### **JUSTIFICATION**

Your Board's approval of this ordinance will provide the authority for County departments to fill new positions for classes allocated in the FY 2005-2006 Final Budget. These recommendations are a routine part of the annual budget process.

### **FISCAL IMPACT/FINANCING**

The cost of and financing for these recommendations have been included in the FY 2005-2006 Final Budget.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The specific classification actions listed in Attachment A have been proposed by departments in their annual budget requests and have been reviewed by the Department of Human Resources (DHR). These actions are recommended based upon accepted principles of classification and are important in addressing departmental operational needs and in maintaining consistency in personnel practices throughout the County.

#### **New Classes**

Eight (8) classes are being created in the County's classification system to better serve departmental needs (Attachment A).

#### **Deleted Class**

One (1) non-represented class is being deleted from the County's classification plan. Class deletions are consistent with the DHR strategy to reduce the overall number of County classes. The affected department has been informed of and has consented to the deletion.

### Salary Correction

The change in the salary range for Lake Aquatics Manager has been included to correct an inadvertent omission in the August 30, 2005 Board Letter concerning Countywide Classification Actions. The salary range for this class was to be increased upon final approval of the accompanying ordinance to reflect inclusion of the Emergency Medical Technician Bonus.

### Departmental Provisions – Budget Implementation

Most of the new positions authorized by your Board for the FY 2005-2006 Budget were implemented in an earlier ordinance. This ordinance will implement new positions provided for in the FY 2005-2006 Final Budget. It will also make minor adjustments to the approved FY 2005-2006 Departmental Provisions.

### Authority

Pursuant to Article III, Section 11(3) of the Charter of the County of Los Angeles, the Board of Supervisors is to provide, by ordinance, for the number of assistants, deputies, clerks, attaches, and other persons employed in the service of the County.

### Approvals

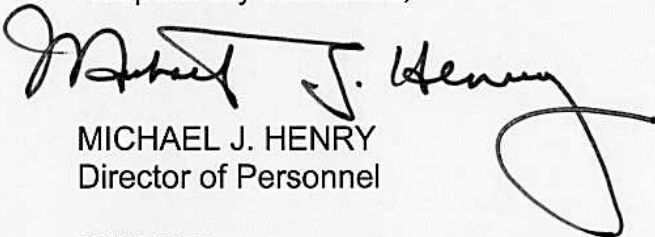
- The Chief Administrative Officer has reviewed these recommendations.
- The Department of Human Resources has conducted appropriate consultations with the impacted employee organizations.
- The accompanying ordinance implementing amendments to Title 6, Salaries, of the County Code has been approved as to form by County Counsel.

The Honorable Board of Supervisors  
October 11, 2005  
Page 4

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Your approval of these recommendations will enable departments to effect personnel actions associated with the recently approved budget for FY 2005-2006. Ultimately, this will enhance the quality of services provided to the public.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael J. Henry", with a large, stylized loop at the end.

MICHAEL J. HENRY  
Director of Personnel

MJH:STS  
SM:vmh

Attachment

c: Chief Administrative Officer  
Executive Officer, Board of Supervisors  
County Counsel  
Auditor-Controller  
Affected Departments

**ATTACHMENT A****NON-REPRESENTED CLASSES RECOMMENDED FOR ADDITION**

Benefit designations are being shown for information only and are not part of the County Code. Savings Plan designees are also recommended to be designated as eligible for the Flexible Benefit Plan.

<b>Savings/ Health Plan</b>	<b>Item No.</b>	<b>Title</b>	<b>Salary Schedule &amp; Level</b>
Savings	8129	Assistant Director, Human Relations Commission (UC)	N23 R9
Savings	1926	Assistant Human Resources Administrator, HS	N23 R13
Options	8250	Career Development Intern	N40 F \$1700.00
Savings	8128	Chief Deputy Director, Human Relations Commission (UC)	N23 R10
Savings	1506	Claims Adjuster Analyst I	85F
Savings	1507	Claims Adjuster Analyst II	89F
Savings	1927	Human Resources Administrator, HS	N23 R15
Savings	1508	Supervising Claims Adjuster Analyst	94F

**NON-REPRESENTED CLASS RECOMMENDED FOR DELETION**

<b>Item No.</b>	<b>Title</b>
2848	Assistant Chief, Park Ranger Services

**NON-REPRESENTED CLASS RECOMMENDED  
FOR SALARY CORRECTION**

Item No.	Title	Current Salary Schedule & Level		Recommended Salary Schedule & Level	
2959	Lake Aquatics Manager	01/01/2005	84D	01/01/2005	84D
		01/01/2006	85C	09/06/2005	86F
				01/01/2006	87E